



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-3

September 12, 2002

Elizabeth Birch, Treasurer  
Human Rights Campaign Fund Political  
Action Committee  
919 18<sup>th</sup> Street, NW, Suite 800  
Washington, DC 20005

Identification Number: C00235853

Reference: Amended May Monthly Report (4/1/02-4/30/02), received 7/1/02

Dear Ms. Birch:

On August 21, 2002, you were notified that a review of the above-referenced report(s) raised questions as to specific contributions and/or expenditures, and the reporting of certain information required by the Federal Election Campaign Act.

Your September 5, 2002 response is incomplete because you have not provided all the requested information. For this response to be considered adequate, the following information is still required.

-Commission Regulations require that a committee disclose the identification of all individuals who contribute in excess of \$200 in a calendar year. (11 CFR §104.3(a)(4)(i)) Identification for an individual is defined as the full name, mailing address, occupation and name of employer. (11 CFR §100.12) Your report discloses contributions from individuals for which the identification is not complete.

You must provide the missing information, or if you are unable to do so, you must demonstrate that "best efforts" have been used to obtain the information. To establish "best efforts," you must provide the Commission with a detailed description of your procedures for requesting the information. Establishing "best efforts" is a three-fold process.

First, your original solicitation must include a clear and conspicuous request for the contributor information and must inform the contributor of the requirements of federal law for the reporting of such information. (11 CFR §104.7(b)(1))